



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS AND GEOLOGISTS

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Application Checklist and Instructions Hydrogeologist (CHG) Examination

The following checklist is intended to help hydrogeologist applicants complete all application requirements.

- ☐ Qualifying Experience (Business and Professions Code § 7842): Applicants for certification as a Hydrogeologist (CHG) must already possess a valid California Professional Geologist (PG) license and have a minimum of seven years qualifying geological work experience in a responsible position prior to submitting the CHG examination application. Additionally, the seven years of experience must include one of the following:
 - A minimum three years of experience performed under the supervision of a Hydrogeologist, demonstrating that the applicant is qualified to assume *responsible charge* of this work upon certification as a CHG.
- OR-**
- A minimum five years of experience in responsible charge of hydrogeological work. This experience shall be gained under the supervision of a licensed geologist in this or any other state, or under the supervision of others who, in the opinion of the Board, have the training and experience to be in *responsible charge* of hydrogeological work.
- ☐ Request a minimum of three “[Independent Evaluation of Scope](#), Character and Duration of Applicant’s Qualifying Geological Work Experience” forms be completed by a Certified Hydrogeologist or Professional Geologist with a minimum of five years’ experience in responsible charge of hydrogeological work (California Code of Regulations § 3042). If a PG is used for a reference they must attach a copy of their résumé to verify their ability to provide a reference. The Board encourages applicants to review this form with reference providers prior to submission with the applicant’s application, to ensure they have enough qualifying experience to take the examination. Please include a copy of the Geology “[Definitions of Critical Concepts](#)” with each evaluation you request. *If the reference provider is not a licensed geologist, they must provide their resume with the reference for verification of their ability to provide a reference.* The forms must accompany your application.
- ☐ Representative hydrogeological reports may be required (do not send unless requested by the Board). The reports must be prepared wholly or in part by the applicant (California Code of Regulations § 3041). If the applicant’s signature and PG seal are not on the report, a letter from one of the signatories of the report must be included to validate the applicant’s part in preparing the report. Reports must be submitted on a compact disc. Draft submittal reports are not final products and are not representative of qualifying work.
- ☐ **Submit: 1) the “[Application for the Professional Geologist and Geophysicist Examinations](#)”; 2) \$350 payment (\$250 non-refundable application filing fee and \$100 examination fee); and 3) “Independent Evaluations of Scope” forms, by the final filing date for the desired examination cycle.** If additional information is requested, applicants will have until 70 days prior to the exam to submit the requested information or documents.

Applicants will be contacted via the e-mail address provided on their application to notify them once examination eligibility has been determined. Please make checks, money orders or bank drafts payable to the “Department of Consumer Affairs” (DCA). The applicant’s cancelled check will serve as receipt for fees paid.

Previous California Certified Hydrogeologist examination applicants: Applicants who have taken but did not pass the CHG examination ***within the past two years*** need not provide new reports or new “Independent Evaluations of Scope”. However, it is necessary to complete a re-take application and include payment of \$350 (\$250 non-refundable application fee and \$100 examination fee) postmarked by the final re-take application date for the desired examination cycle. The re-take application only applies to examinations that the applicant has previously taken and failed, it does not apply to an examination that the applicant applied for but did not take. Re-take applications are available on the Board’s web site at http://www.bpelsg.ca.gov/applicants/retake_app_new_fees_geology.pdf.

Please address all communications regarding your application to:

Board for Professional Engineers, Land Surveyors, and Geologists
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